

QEP Working Committees

Group: Design and Implementation

Task: Identify components (organizational, structural, financial, operational, etc.) and best practices essential to the development and perpetuation of an institutional process involving comprehensive advising. Explore the possibilities of external funding.

Group Members:

Dena Holman, Chair	Caldwell Administration, Student Services
Kelly Greene, QEP Liaison	Caldwell Faculty, Business Programs
Shannon Brown, QEP Liaison	Caldwell Staff, Students/AAC
Susan Wooten, Consultant	Caldwell Administration, TISS
Donna Bean	Caldwell Administration, Continuing Education
Patricia Brinkley	Caldwell Staff, Student Services/Admissions
Tracy Crump	Caldwell Faculty, Early Childhood Education
Kim Hinton	Caldwell Administration, College and Career Readiness
Tonya Horn	Caldwell Staff, Student Services/AAC
Amy Huffman	Caldwell Staff, Student Services/Admissions
Allan Johnson	Watauga Staff, Student Services/AAC
Sandra Reece	Caldwell Staff, Student Services
Scott Rogers	Caldwell Staff, Business Office/Controller
Dennis Seagle	Caldwell Staff, Student Services/Enrollment Management
Rick Shew	Caldwell Staff, Continuing Education/Employer Services
Bobbie Watson	Watauga Staff, Student Services/Admissions & Records

Group: Best Practices and Literature Review

Task: Organize and document research that links student success with effective comprehensive advising techniques, as well as define best practices as followed internally and by similar institutions. Based on data gathered, develop mechanisms for implementation of “best practices” at CCCTI.

Group Members:

Paula Rash, Chair	Caldwell Faculty, English
Mandy White, QEP Liaison	Caldwell Faculty, Early Childhood Education
Deborah Joyner, Consultant	Caldwell Staff, Learning Resource Center
Jan Bailey	Watauga Staff, Learning Resource Center
Heather Barnett	Caldwell Faculty, English
Becky Boone	Caldwell Staff, Student Services/TRIO
Jessica Chapman	Caldwell Faculty, English
Jennifer Fisher	Caldwell Faculty, Mathematics
Bobby Hamby	Watauga Faculty, Psychology
Ron Holste	Watauga Faculty, Social Sciences
Paul Howe	Caldwell Faculty, Business Programs

Christine Mook
Brad Prestwood
Lauri Stilwell
Patricia Warfield

Watauga Staff, Administrative Assistant
Caldwell Faculty, English
Caldwell Faculty, Adult Education
Caldwell Faculty, Psychology

Group: Technology

Task: Outline and categorize resources necessary for implementation of a digital documentation system relating to effective student advisement. Develop possible plan for implementation including budget and timelines.

Group Members:

Keith Bell, Chair	Watauga Staff, Student Services
Jessica Raby, QEP Liaison	Caldwell Faculty, Speech Language Pathology
Susan Wooten, Consultant	Caldwell Administration, TISS
Teresa Asherbraner	Caldwell Staff, Systems Analyst
Daniel Duncan	Caldwell Staff, Systems Administrator
Kathy Gragg	Caldwell Staff, Lead Systems Administrator
Kristin Harrison	Caldwell Staff, Distance Learning
Lisa Helton	Caldwell Staff, Technical Support Services
Tom Mendenhall	Caldwell Faculty, Information Technology
Cheryl Miller	Caldwell Staff, Curriculum Office Manager
Patrick Morgan	Caldwell Staff, Technical Manager/TV Studio
Michelle Powell	Watauga Faculty, Mathematics
Stacy Reagan	Watauga Faculty, Mathematics
Suzanne Shaut	Watauga Faculty, English
Debbie Yount	Caldwell Staff, Student Services

Group: Curriculum Development

Task: Examine benefits of offering required academic success courses and advising syllabi that complement the comprehensive advising and student orientation processes and are grounded in best practices and research. Develop consistent student learning modules and identify faculty/staff/student training needs.

Group Members:

Nancy Risch, Chair	Caldwell Faculty, Developmental Education/ACA
DeAnna Chester, QEP Liaison	Watauga Faculty, Communications
Erin Cooper, Consultant	Caldwell Staff, Academic Support Center
Linda Allbritton	Watauga Faculty, Early Childhood
Laura Benton	Caldwell Faculty, English
April Cline	Caldwell Faculty, Nursing
Leslie Deal	Caldwell Faculty, Nuclear Medicine
Dustin Greene	Caldwell Faculty, Developmental Reading
Jeff Link	Caldwell Administration, Career Technical Education
Martin Moore	Watauga Faculty, Writing Center
Angie Ruppard	Caldwell Faculty, Developmental Mathematics
Lella Shaffner	Caldwell Faculty, English and ACA

Keith Starnes
Callie Whitney
Mandy Williams
Laura Wollpert

Caldwell Faculty, Religion/Humanities
Watauga Staff, Student Services/Counseling
Caldwell Faculty, Adult Education
Watauga Staff, Academic Support Center

Group: Professional Development

Task: Create and deliver productive training workshops essential for adoption of a campus-wide comprehensive advising system. Determine workshop topics. Identify possible speakers for on-campus workshops. Facilitate in-house development activities. Develop mechanisms for incentives.

Group Members:

Steve Melton, Chair	Watauga Administration, Executive Director
Melinda Hefner, QEP Liaison	Caldwell Staff, College and Career Readiness
Shari Brown	Caldwell Faculty, Adult Education
Frankie Kelly	Caldwell/Watauga Faculty, Philosophy and Religion
Nancy Leonard	Watauga Staff, Student Services/ADA
Robin Nichols	Caldwell Faculty, Sonography
Tuesday Sigmon	Caldwell Staff, Student Services/ADA
Derinda Stiene	Watauga Faculty, Business Programs
Robert Whitley	Caldwell Staff, Student Services/TRIO
Laura Wollpert	Watauga Faculty, Academic Support Center
Heather Wright	Watauga Faculty, Computer Technology Integration
Melody Yancey	Caldwell Faculty, Medical Office Administration

Group: Assessment and Evaluation

Task: Establish and create measurement criteria for effectiveness and satisfaction rates, as well as identify data collection strategies and action plans for improving results. Determine formal (direct) and informal (indirect) means of assessment for a comprehensive advising system. Possibilities include tracking of student success in subsequent courses, usage reports resulting from implementation of a digital documentation system, pre/post testing, student/faculty perception surveys, attendance statistics at workshops, campus events, etc.

Group Members:

Caleb Marsh, co-Chair	Watauga Faculty, Mathematics
Kimberly Van Wie, co-Chair	Watauga Staff, Student Services
Kate Benoit, QEP Liaison	Caldwell Staff, Institutional Effectiveness and Research
Dale Joyner, QEP Liaison	Caldwell/Watauga Faculty, Mathematics
Mark Barber	Caldwell Staff, Student Services/Financial Aid
Jeannie Hollar	Caldwell Faculty, Mathematics
Holly Korta	Caldwell Administration, Humanities and Social Sciences
Melissa McCarraher	Caldwell Faculty, Mathematics
Cate Shiles	Caldwell Faculty, Social Sciences
Linda Watts	Caldwell Faculty, Social Sciences

Denise Williams

Caldwell Faculty, Biology

Group: Marketing and Communications

Task: Develop a QEP awareness campaign that involves MAP branding and targets the entire campus community.

Timeline

- Review of research and best practices (November 15)
- Develop campaign initiatives (November 15)
- Determine feasibility of implementation (December 1)
- Make recommendations through preliminary report (January 1)

Possible Subgroups: Research Review, Faculty Awareness, Student Awareness, Campus Awareness, Communications, etc.

Group Members:

Marla Christie, co-Chair	Caldwell Administration, College Foundation
Kim Lackey, co-Chair	Caldwell Staff, Student Services/Student Activities
Edward Terry, QEP liaison	Caldwell Staff, Marketing and Communications
Sherry Wilson, Consultant	Caldwell Staff, Marketing and Communications
Amy Gantt	Caldwell Staff, Student Services
Susie Hutchens	Caldwell Staff, Student Services/Testing and Assessment
Roy Jennings	Caldwell Faculty, Automotive Systems Technology
Robert Kent	Caldwell SGA Representative
Diane Mazza	Watauga Staff, Student Services/SGA/TRIO
Jim Rodkey	Watauga Faculty, Business Programs
Kristen Sanders	Watauga SGA Representative
Joy Scott	Caldwell Staff, Distance Learning
Jennifer Teague	Caldwell Staff, Academic Support Center
Gary Wilson	Caldwell Staff, Marketing and Communications
Joseph Anderson	Caldwell SGA Representative